

*Card*  
Mr. J. Smith Henley  
Director  
Office of Administrative Procedure  
Department of Justice  
Washington 25, D. C.

Dear Mr. Henley:

I have been asked to respond to your letter of February 4 to Mr. Dulles concerning administrative procedures.

OGC

FOIAB5

Such relations as we have with the general public are for the collection of information, and we have no rule-making function of any sort. It appears extremely unlikely that under our charter we shall ever be assigned any function of that nature. Consequently, to date we have not been concerned with administrative procedures and we, therefore, have no rules of practice or procedure, either published or within the Agency. The sole exception is, of course, the handling of personnel cases under Executive Order 10450, for which our regulations are coordinated with and approved by the Department of Justice.

Should we at any time acquire any function which involves rule making or administrative practices in any form, we would welcome the advice and assistance of your office.

Very truly yours,

OGC:LRH:jeb

cc: Asst to DCI

*S/*  
Lawrence R. Houston

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General Counsel w/basic

OGC Has Reviewed

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*Justice*